



PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | June St. Clair Atkinson, Ed.D., *State Superintendent*

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July 1, 2015

TO: Superintendents, Local Education Agencies
Directors, Exceptional Children Programs
Lead Administrators, Charter Schools

FROM: Tracy S. Weeks, Chief Academic and Digital Learning Officer
Academic and Digital Learning

William J. Hussey, Director
Exceptional Children Division

RE: **Community Residential Center Application for Funds – FY 2015-2016 State Program
Report Code (PRC) 063 Funds, Ages 3 through 21**

Community Residential Center (CRC) funds are made available through the State Board of Education to assist in providing special education and related services to **eligible children with disabilities who are placed in a CRC through the Local Management Entity (LME)/ Managed Care Organization (MCO)**. Allocations to Local Education Agencies (LEAs) are based on the **availability of state funds** for this program. LEAs may use other state and federal funds for contracting these services when CRC funds are not available.

Application forms and reference materials are located on the Exceptional Children Division's website under the Finance and Grants tab:

<http://ec.ncpublicschools.gov/finance-grants/applications/community-residential-center-program>

The organization of the application, reference materials, instructions and forms has changed. Each item is listed as a separate document on the Exceptional Children Division webpage, under the Finance and Grants tab, as a means to quickly locate items needed. Reference materials and instructions are grouped together, creating a reference manual for guidance in completing the CRC application and when submitting updates throughout the year. An *Important Dates at a Glance* has been added to assist with noting specific due dates. Additionally, CRC forms are listed individually for quick access. Do **not** use example forms or past school year application forms when applying for funds or submitting changes.

All services should be negotiated locally and included in the **contract between the LEA and CRC**. A Sample Contract is provided as a Microsoft Word document to serve as a reference or as an editable document to fit the needs of the LEA and contracted CRC. The effective dates of the contract must be July 1, 2015, through June 30, 2016. This period allows for a ten-month school year and a two-month extended school year (ESY) based on the LEA calendar. ESY must be part of the child's individualized education program (IEP) in order to request ESY funds. If the LEA elects to use two contracts (one for the traditional school year and one for extended school year), the combined contracts must reflect the twelve-month period from July 1, 2015, to June 30, 2016.

EXCEPTIONAL CHILDREN DIVISION

William J. Hussey, *Director* | bill.hussey@dpi.nc.gov

6356 Mail Service Center, Raleigh, North Carolina 27699-6356 | (919) 807-3969 | Fax (919) 807-3243

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

Submit the CRC application before September 15, 2015, to Lori Peterson, Special Projects Consultant, Exceptional Children Division, Department of Public Instruction, 6356 Mail Service Center, Raleigh, North Carolina 27699-6356. Requests are processed on a first-come, first-served basis. Allocations to LEAs are based on the availability of funds for this program.

For further information, contact Lori Peterson at (919) 807-3932 or lori.peterson@dpi.nc.gov.

TSW/WJH/TAR/lp

cc: Philip Price
Alexis Schauss
Finance Officers

